

Community Supervision Standards  Kansas Department of Corrections- Division of Juvenile Services State of Kansas	<b>CHAPTER:</b>  <b>SUPERVISION</b>	<b>STANDARD NO.</b>  <b>CSS-04-130</b>
	<b>SUBJECT:</b>  <b>SUPERVISION TERMINATION</b>	<b>PAGE:</b> 1 of 2
<b>REFERENCES: K.S.A. 38-2364</b>		<b>DATE ADOPTED:</b> 1-1-2013 <b>DATE REVIEWED:</b> 10-3-2012

**STANDARD:** Written policy, procedure and practice shall govern the termination of a juvenile's supervision in accordance with applicable statutes, policies and procedures.

If a decision is made to recommend early termination to the Court or a transfer to another supervision program, the Community Supervision Agency Officer shall review the case with the Community Supervision Agency Director, or designee, and if approved initiate the early termination process as defined by local policy and procedure.

A youth shall be considered to be terminated upon:

- A Judge signing a written order (Judge's notes or journal entry)
- A Judge's verbal notification releasing the juvenile from supervision
- The expiration of a juvenile's original sentence.
- The juvenile offender, subject to Extended Juvenile Jurisdiction (EJJ) prosecution, being found guilty of violating the juvenile sentence in an EJJ proceeding and having the stayed EJJ adult sentence imposed

When applicable, the appropriate Juvenile Correctional Facility (JCF) shall be contacted within five (5) business days of an EJJ juvenile offender being revoked and having an adult sentence imposed.

Upon the termination of Case Management (CM) or Conditional Release (CR) youth, the Prevention and Protection Services (PPS)-5460 form shall be completed and forwarded to the local Division for Children and Families (DCF) office within five (5) business days of Court terminating the juvenile's supervision.

Upon the termination of a CR juvenile offender the appropriate JCF shall be notified within five (5) business days of this termination.

The Community Agency Supervision Information Management System (CASIMS) shall be updated to reflect the Court terminating the juvenile's supervision within ten (10) business days.

**NOTE:** The standards and procedures set forth herein are intended to establish operational guidelines for community supervision agencies operating through the board of county commissioners and their employees/contractors and the juvenile offenders under supervision. They are not intended to establish state created liberty interests for community supervision agencies, or the board of county commissioners, or their employees/contractors, or juvenile offenders, or an independent duty owed by the Kansas Department of Corrections- Division of Juvenile Services to community supervision agencies operating through the board of county commissioners or their employees/contractors, supervised juvenile offenders or third parties. This standard and procedure is not intended to establish or create new constitutional rights or to enlarge or expand upon existing constitutional rights or duties.

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**STANDARD (cont.):**

The Community Supervision Agency Officer shall close the juvenile's case file with thirty (30) calendar days of the juvenile's Court ordered termination.

**DISCUSSION:** None.

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